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BELLEVUE HOSPITAL

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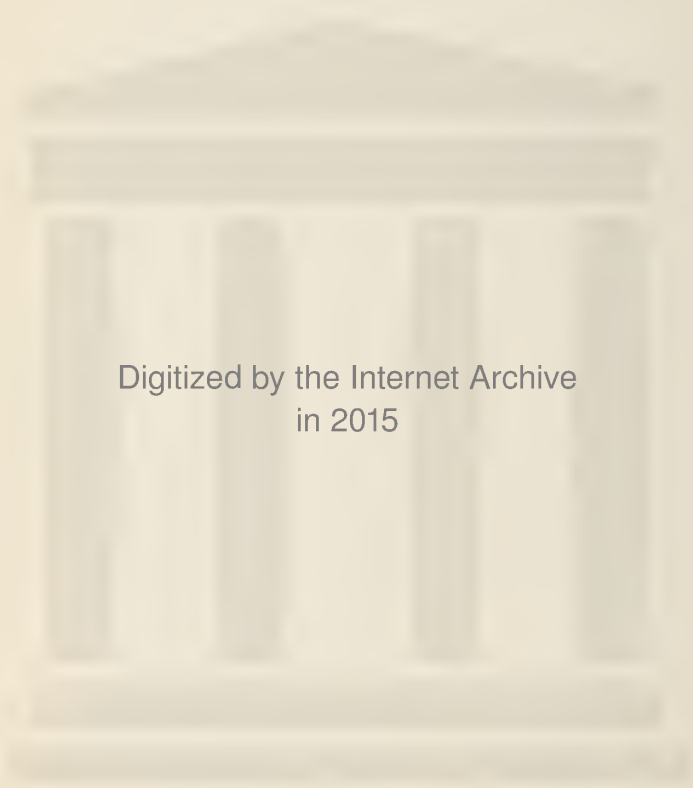
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THIRTEENTH ANNUAL REPORT

OF THE

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Nursing Service

OF

hosp. tal
Bellevue, Harlem, Fordham
& Gouverneur Hospitals

AND

SIXTY-FIFTH ANNUAL REPORT

OF THE

BELLEVUE TRAINING SCHOOL FOR NURSES

PRESENTED TO THE
DEPARTMENT OF HOSPITALS
NEW YORK CITY

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THIRTEENTH ANNUAL REPORT of the

Nursing Service

of

Bellevue, Harlem, Fordham & Gouverneur Hospitals

1938

BY-LAWS

of

The Schools for Nursing of Bellevue and Allied Hospitals

Adopted by the Board of Trustees at the Meeting of December
31, 1924

* See note

1. The Schools for Nursing shall be conducted at Bellevue Hospital, and at Harlem Hospital, and at Fordham Hospital, and at Gouverneur Hospital, as soon as conditions at these two latter hospitals will permit.

2. The School at each Hospital shall be under the direction and management of the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, subject to the approval of the Board of Trustees. These several schools shall be known as the Schools for Nursing of Bellevue and Allied Hospitals.

3. Appointments to the major executive and educational positions in the several schools shall be made by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, subject to the approval of the Board of Trustees.

* Note—Subject to an amendment to the Greater New York Charter in 1928, a Department of Hospitals was created. Clause 692g, Training schools for Nurses reads in part:

"A training school for nurses heretofore established in connection with any hospital subject to the jurisdiction of the department is continued; and any contract heretofore made by the board of trustees of Bellevue and Allied hospitals for the occupation and use of any building or buildings as a training school for nurses shall be carried out according to its terms, by the department of hospitals established by this title."

4. Dismissals of those holding major executive and educational positions in the several schools shall be made by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, subject to the approval of the Board of Trustees.

5. The conduct and management of the Schools by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals may be terminated by either party six months after notice is given to that effect.

RESOLUTION GOVERNING THE RELATIONS OF THE BOARD OF MANAGERS OF THE SCHOOLS OF NURSING WITH THE BOARD OF TRUSTEES OF BELLEVUE AND ALLIED HOSPITALS

Adopted by the Board of Trustees of Bellevue and Allied Hospitals at the Meeting December 31, 1924

Resolved, That Schools for Nursing be established by the Board of Trustees in Bellevue and Allied Hospitals, City of New York, to be known as the Schools for Nursing of Bellevue and Allied Hospitals, under the direction and control of the Board of Trustees of Bellevue and Allied Hospitals.

That the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals be composed of the present Board of Managers of the Bellevue Training School for Nurses.

That the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals shall consist of the thirty members of the Board of Managers of the present Bellevue Training School for Nurses.

That the members of the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals shall be appointed for a period of six years, the terms of five to expire each year.

That the present members of the Board of Managers of the Bellevue Training School for Nurses serve the terms for which they have been appointed as Managers of the Bellevue Training School for Nurses, as members of the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals.

That the group of five members of the Board of Managers of the Bellevue Training School for Nurses whose terms expire February 1, 1925, be filled by appointment by the Board of Trustees of Bellevue and Allied Hospitals on or before February 1, 1925, from a list of names to be submitted by the present Board of Managers of the Bellevue Training School for Nurses on or before January 15, 1925.

That vacancies that occur in the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals shall be filled by appointment by the Board of Trustees of Bellevue and Allied Hospitals on or before February 1st of each year, from a list of names to be submitted by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals, on or before January 15th of each year.

That in the event of a position in the Board of Managers becoming vacant before the expiration of the term of any member, the vacancy shall be filled by the Board of Trustees of Bellevue and Allied Hospitals from a list of names submitted by the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals.

RULES GOVERNING THE BOARD OF MANAGERS OF THE SCHOOLS FOR NURSING

Adopted by the Board of Managers of the Schools for Nursing
of Bellevue and Allied Hospitals 1925

I. MEMBERSHIP

Members shall be appointed for a period of six years, the terms of five to expire each year, as per the Resolution of the Board of Trustees, December 31, 1924, and shall serve without compensation.

II. OFFICERS AND DUTIES OF OFFICERS

The Officers, and the duties of Officers, shall be the same as those provided for in the By-laws of the Board of Managers of the Bellevue Training School for Nurses, sections V, VII, VIII, IX, X, XI. *

III. MEETINGS

The Board of Managers shall hold meetings at the Nurses' Residence on the first and third Fridays of each month, except during June, July, August, and September; and such other meetings as the President may call, or as may be called on the written request of three members of the Board. Five members shall constitute a quorum.

IV. REPORTS

The Board of Managers shall make an annual report to the Board of Trustees, and shall send the Trustees a copy of the Minutes of their regular meetings.

* See Constitution and By-laws page 53.

V. COMMITTEES

There shall be the following Committees, and such others as shall be created by the Board from time to time:

Executive Committee,
Ward Visiting Committee for Bellevue,
House Committee for Bellevue,
Committee on Personnel Work for Bellevue,
Committee on the Mills School,
Harlem Hospital Committee,
Fordham Hospital Committee,
Gouverneur Hospital Committee.

VI. AMENDMENTS

These Rules may be amended by a two-thirds vote of the members present at any regular meeting, due notice having been given in writing to all members. Any amendment to these Rules must be sent to the Board of Trustees.

BOARD OF MANAGERS
of the Nursing Service
**Bellevue, Harlem, Fordham and Gouverneur
Hospitals**

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129 East 36th Street

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66 East 79th Street

Second Vice-President

MISS LOUISE ISELIN
155 East 70th Street

Secretary

MRS. WINTHROP W. ALDRICH
15 East 78th Street

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MRS. GEORGE FRANKLIN
111 East 73rd Street

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MRS. JOHN FOSTER DULLES
72 East 91st Street

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MRS. WILLIAM CHURCH OSBORN

BOARD OF MANAGERS

Dates of Expiration of Terms of Office

February 1, 1939

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MRS. BLAINE BEALE

MRS. EDGAR W. LEONARD
MRS. LEWIS S. MORRIS

MRS. JOSE M. FERRER

February 1, 1940

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MISS BLANCHE POTTER

MISS AUDREY MAYNARD
MRS. LANSING P. REED

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February 1, 1941

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MRS. N. PENROSE HALLOWELL

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MRS. FRANKLIN C. HOYT

MRS. RICHARD EMMET

February 1, 1942

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MRS. J. FOSTER DULLES

MRS. NELSON A. ROCKEFELLER
MRS. GEORGE TUCKER BISPHAM

MRS. HARRY FORSYTH

February 1, 1943

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MRS. FRANCIS WHITE

MRS. LANGBOURNE M. WILLIAMS
MRS. EDWIN H. KOEHLER

MRS. VANDERBILT WEBB

February 1, 1944

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MRS. LINZEE BLAGDEN

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 MRS. ARCHIBALD DOUGLAS *Chairman—Fordham Auxiliary*
 MRS. BLAINE BEALE *Chairman—Gouverneur Auxiliary*
 MISS BLANCHE POTTER *Chairman—Bellevue Committee on Nursing*
 MRS. LANSING P. REED *Chairman—House Committee*
 MRS. HARRY FORSYTH *Chairman—Social Welfare Committee*
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 MRS. LEWIS S. MORRIS *Chairman—Mills School Committee*
 MRS. JOSE M. FERRER *Chairman—Registry Committee*
 MRS. JOHN J. MCCLOY *Chairman—Ward Visiting Committee*

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 MRS. BISPHAM, *Secretary*
 MRS. BLAGDEN, *ex-officio*
 MRS. BEALE MRS. MCCLOY
 MRS. MORRIS MRS. ROCKEFELLER

MISS EDWARDS

COMMITTEE ON PERSONNEL

MRS. FORSYTH, *Chairman*

OSBORN HALL COMMITTEE

MRS. OSBORN, *Chairman*

MRS. AUCHINCLOSS MRS. FERRER
 MRS. FRANKLIN MRS. FORSYTH

MRS. DULLES

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MRS. MCCLOY, *Chairman*

VOLUNTEERS COMMITTEE

MRS. GEORGE TUCKER BISPHAM

EDUCATIONAL COMMITTEE

MRS. BALLANTINE, *Chairman*

MRS. ALDRICH MRS. KOEHLER

MRS. MCCLOY

LEGISLATIVE COMMITTEE

MRS. FERRER, *Chairman*

MRS. WILLIAMS MRS. ALDRICH

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MRS. FRANKLIN, *Treasurer*

MR. LINDSAY BRADFORD MR. HARRY FORSYTH

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 Superintendent of Nurses, Psychiatric Division

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 GLADYS J. CHAMBERLAIN, R. N.
 Assistant Superintendents of Nurses, Bellevue General Hospital

GENEVIEVE SENNA, R. N.
 Assistant to the Superintendent of Nurses, Psychiatric Division

JULIANA WALMSLEY, R. N.
 Office Assistant in Charge of Special Nurses

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HESTER LOWRY, R. N.
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 ANNA RECE, R. N.
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 LAURENCE BRADLEY, B. A., R. N.
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EDITH COLLING
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 HELEN McCARTIN, R. N.
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JARLE LEIRFALLOM, B. A.
Director of Physical Education, Mills School

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School Librarian

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and Instructor in Principles and Practice of Massage

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ESTHER SCHERMERHORN, R. N. JULIETTE STUART, R. N.
Pavilion F and G

MARGARET GODFREY, R. N. NAN FOX, R. N.
Pavilion I and K

MARGARET McMINN, R. N. ALICE MORRISSEY, R. N.
Pavilion L and M

ANNA McGUIRE, R. N. JANE CALLAVAIE, R. N.
MARY ROBINSON, R. N. MILDRED B. NORTH, R. N.
Psychiatric Pavilion

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Relief Supervisors General Service

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Pavilion F and G

RUTH MINGUS, R. N.
Pavilion I and K

LEAH VANDERVOORT, R. N.
Pavilion L and M

ANNUAL REPORT OF THE SECRETARY

1937—1938

I have the honor to present the Sixty-fifth Annual Report of the Bellevue Training School for Nurses and the Thirteenth Annual Report of the Nursing Service of Bellevue, Harlem, Fordham and Gouverneur Hospitals.

The Board of Managers has held regular semi-monthly meetings from October 1937 through May 1938, with excellent attendance and interest. The Executive Committee has met regularly each month for the transaction of business and consideration of special matters. All standing committees have functioned actively and effectively in the performance of their delegated responsibilities. Members of the Board have made regular visits to all wards and the out patient department in the Hospital, working at all times to promote the welfare of patients and maintenance of the best possible employment conditions for nurses and employees.

The House Committee has maintained a close cooperation with those in charge of the nurses' residence and the various extra-curricular activities of the School of Nursing. Through personal gifts of books, magazines, and flowers, the Board members have added much to the comfort and happiness of the nurses in the residence. Since April 1937 the Board has paid for the carrying charges on three telephones (otherwise unprovided but much needed) installed in graduate nurse quarters in the Dispensary Building. Similar accommodations were installed for Mills School students on the two floors in Pavilion C & D in May 1938 and will be maintained at the expense of the Board. Through the generosity of Mrs. Morris, chairman of the Mills School Committee, the Mills School Student Association was able to purchase a pool table for use in their new quarters. The Board has continued to pay the salary of the dean of women and her secretary, whose services contribute enormously to the development of a satisfactory activities program and happy home life for the nurses.

The Board also has paid the salary of the physical education instructor and her assistant and sponsored the work of that department. The health program in the Schools of Nursing has been continued, the Board paying the salaries of the two physicians to the school and supplementing the salary of the director of the health service. The health program has been furthered by a substantial contribution from the Edith Northcote Fund to be used for assisting in the care of nurses

with tuberculosis. Another large appropriation from the same fund has provided weekly outings to Jones Beach for student nurses, thus further aiding the health promotion activities.

The Board made its usual award of \$1,000 for two scholarships providing for advanced educational preparation for two members of the graduate staff. The Board increased the list of graduation prizes this year to include a new annual award of \$25, to be known as the D. O. Mills prize, to be given to the member of the Mills School graduating class adjudged most efficient in bedside nursing.

The annual budget was increased this year to subsidize the expense of sending members of the School faculty to nursing conventions and educational meetings. Three members of the faculty were sent to the New York State Nurses' meeting at Albany in October and the director of instruction was sent to represent the Bellevue School at the National Convention in Kansas City in May.

Members of the Board have worked as a group and as individuals to assist the New York State Nurses' Association to promote the passing of the Nurse Practice Bill, and have participated in other activities organized to promote the interests and welfare of nurses.

The Board watched with great interest the working out in practice of the eight-hour working day in the Hospital, and approves most highly of this great forward step.

A final settlement of the long negotiations with the City regarding taxes and rents in connection with Osborn Hall was satisfactorily reached during the month of December.

During the year the Board accepted with deep regret the resignation of Mrs. John A. Hartwell after twenty-one years of service, and Mrs. Hartwell was elected to honorary membership. The resignation of Mrs. Alfred Hess after twenty-five years was also accepted with deep regret. The following new members were appointed to fill vacancies: Miss Audrey Maynard, Mrs. John Loeb, Mrs. Harold P. Kurzman, Mrs. Vanderbilt Webb.

The Board is grateful to Doctor Goldwater, Commissioner of Hospitals, to Miss Manley, Dr. Jacobs and Miss Edwards for all that they have done to aid and further the work of the Board.

Respectfully submitted,

HARRIET ALDRICH, *Secretary.*

HARLEM HOSPITAL

1937-1938

The past year has been in many ways a difficult one for Harlem Hospital. On July 27th last, came the sad news of the death of Mrs. Sadie O'Brien, the beloved superintendent of nurses. Her death was a great shock, for few persons realized until a week or ten days before she died, how really ill she was. It is almost impossible in this brief report to enumerate all that she did for Harlem during her years of office, but no one could have given more, or served the hospital with greater wisdom or devotion than she. Everyone who knew her, loved and respected her and were overwhelmed with sorrow by her death, but her memory will live in the hearts of her students and friends always.

Miss Helene Olandt who had been superintendent of nurses at Cumberland Hospital was appointed to succeed Mrs. O'Brien, and she took up her duties at Harlem in August 1937. During her short term of office, which lasted only until February 1st, 1938 Miss Olandt made a number of changes in the personnel of the nursing staff; and made changes in the organization of some of the work which has facilitated the general running of the Hospital. In a short time she had gained the confidence and respect of everyone, and there was great regret when she left. On Miss Olandt's resignation Miss Mary Pauline Harty, former superintendent of nurses at Willard Parker Hospital was appointed to take her place. Miss Harty, like Miss Olandt is doing a fine piece of work, and everything is running with extreme efficiency and smoothness. We are indeed fortunate in having Miss Harty to fill this important position.

The renovation and repairs to the hospital building are still going on, but the new admitting office was finished and opened in January and that has helped greatly in the admission of patients, as there is more space in the waiting room and more examination rooms.

The census throughout the year has been up to capacity and sometimes over which has caused overcrowding in a number of the wards.

There has been about the usual amount of illness among the nurses, but on the whole in spite of changes and difficulties the Hospital has prospered.

The Board of Managers has held its meetings twice a month and at each meeting they have had special reports from

the supervisors of the different departments of the hospital which has kept the Managers in touch with all the branches of work.

MARGARET B. HALLOWELL, *Chairman.*

FORDHAM HOSPITAL

1937-1938

Fordham Hospital has grown so much and its activities and problems increased in proportion that it is difficult to give a condensed report.

The eight-hour nursing day has been put into effect and is working out well; we have almost our full complement of nurses, one hundred graduates and our student body will be about one hundred and twenty-five in the autumn.

The increase in the number of students and the eight-hour day accentuates the necessity of continuing the services of the Dean of the Nurses' Home and providing her with an assistant. It would be impossible to do our duty to the large student group without that help.

We have had another change in our administrative staff. Owing to changes in the other hospitals, Miss Agnes Plikunas was transferred to the Willard Parker Hospital in January, and her assistant, Miss Elsie Palmer, Bellevue graduate of the class of 1933, was made Superintendent of Nurses at Fordham. Miss Plikunas had been with us for many years and her transfer was a personal loss, but the work continues to be carried on in the same efficient manner under Miss Palmer and her assistant, Mrs. Margaret Shay.

The new men's dormitory was finished in May and twenty-one employees were moved there from Ward nine which is now being cleaned and painted. The opening of these new quarters is a great help in every way.

Respectfully submitted,

EDITH DOUGLAS,
*Appointed as Visitor to
Fordham Hospital.*

MILLS SCHOOL

1937-1938

On March 14th, 1938 the Mills School moved to its new quarters in Pavilion C and D. The rooms and corridors are

spacious and attractive and are much appreciated by the men who use them. The new large recreation room with sun decks at either end is welcome.

Since moving, the dietary department of Mills School has been taken over by Miss Howard who is in charge of the Hospital Dietary Department.

Doctor Standard continues his duties as School Physician and Mr. Leirfallom has completed his second year as Physical Education Director.

Mr. Laurence Bradley is Instructor of Ethics for men nurses and advisor for the school. He shares the post of night supervisor with Mr. Glace Bittenbender.

Miss Lake continues as assistant supervisor of the residence and the Health Service.

It is expected that the Mills School will house about one hundred and three students during the school year 1938-1939 and will have at least twenty commuting students.

We are very fortunate in having Mrs. Hester Lowry as the residence Supervisor. During the difficult years in the old quarters, and during the very trying days spent in moving to the new building, her patience and her cheerful approach to the many difficult problems never failed. To her and to the other members of our staff are due our grateful thanks.

Respectfully submitted,

EMILY MORRIS,
*Appointed as Visitor to
Mills School.*

BELLEVUE OUT PATIENT DEPARTMENT

1937-1938

The Out Patient Department of Bellevue Hospital has had as usual a very active year. The census is always large. The total number of visits were 666,530, of which 83,190 were new cases. Few can realize the enormous amount of marvelous work which is going on in this busy and crowded place, and the devotion given by doctors, nurses, volunteers and other members of the staff.

During the year thirteen new clinics have been added and many improvements made.

The pupil nurses come to the Out Patient Department for twelve weeks and have an opportunity of observing the

ambulatory aspects of the types of cases they have hitherto seen only in the wards. During this last winter the junior students have been included, which has increased the teaching load. Fifteen of the graduate nurses in the O. P. D. participate in the teaching program and give a thorough and varied course.

Mrs. Koehler, another member of the Board of Managers was also assigned to visit this winter and has been most helpful.

The Volunteer Workers, under Miss Mills, have made an excellent showing. The following report includes those working in the wards but the greater number work in the O. P. D. Miss Mills, who first worked as a volunteer for four years and then left to take a professional position, was called back to Bellevue over eight years ago and has worked here ever since on a salaried basis and with the entire responsibility of the Volunteers. For eight months of the year she has a full time volunteer assistant and provides a volunteer chairman during her vacation.

64 volunteers worked during the summer and 118 during the winter. One volunteer has cut out between 375 and 400 garments in the last seven months which have been made up by the mothers in the Pre-Natal clinic and distributed.

One volunteer has worked 15 years, one 12 years, four 7 years, two 6 years, thirteen 5 years and about 50 per cent of the remainder have worked more than two years.

The following schools and colleges were affiliated with this volunteer work last year, some of them for many years. Some of them gave academic credit and all of the others, with one exception, received and filed reports on all their students. Barnard, Bennington, Cornell, Finch Junior College, Hunter College, Scudder School, New York University and Wellesley.

The American Red Cross, the Junior League, the Church of the Ascension, the Welfare Council and other sources supplied workers.

Respectfully submitted,

HELEN R. S. BISPHAM,
*Appointed as Visitor to the Out Patient Dept.
and Chairman Volunteer Workers.*

PSYCHIATRIC DIVISION OF BELLEVUE HOSPITAL
1937-1938

The census of the Psychiatric Division of Bellevue Hospital has been heavier during the past year than ever before. Due to the increase in nursing personnel and with the establishment of the eight hour day the nursing service has been able to handle the problem efficiently. The eight hour service has met with enthusiasm on the part of the nursing staff and has improved the general morale of the entire service. A Committee consisting of three members of the Board of Managers has met every month with the charge nurses and supervisors and has helped to solve many of the problems in reference to the comfort and the pleasure of patients. One of the activities which has afforded much pleasure to the patients has been the moving pictures shown twice a week in the auditorium. Games and toys of various descriptions have been secured through the efforts of the Committee.

With the increased staff of nurses it became possible to open the new X-Ray unit and the following clinics: Ear, Nose and Throat, Dental, Gynecological and Surgical.

Respectfully submitted,

LEBELLE D. SPENCE
*Appointed as Visitor to the
Psychiatric Division*

ANNUAL REPORT OF THE SCHOOLS OF NURSING AND NURSING SERVICE OF BELLEVUE HOSPITAL

The sixty-fifth annual report of the Bellevue School of Nursing and the nursing service of Bellevue Hospital, including the report of the fiftieth year's activities of the Mills School of Nursing for Men, is presented herewith to the Board of Managers.

The past year has been a period presenting rapidly changing conditions and many new problems. The introduction of the consecutive eight-hour working day necessitated many changes both in the School and in the Hospital. New local and state laws have introduced new conditions into the employment situation. The dearth of qualified graduate nurse applicants to fill staff positions which caused such distress during the early months of 1937 does not appear to exist at the time of preparation of this report in the Spring of 1938.

It has been a year of activity in the nursing service and in our Schools, a year which required many new adjustments, nevertheless a period in which progress has been made. Looking back over the events of the past twelve months we find that some of the difficulties which confronted us at the outset seem to have diminished, other problems have been intensified by the developments of the year, and not a few new problems are taking shape in the path that lies ahead.

This report is not intended to cover all the activities of the past year but to present a brief summary of the more important data.

THE SCHOOLS OF NURSING

ENROLLMENT

Student enrollment in the Bellevue Schools at the end of 1937 was slightly increased over the enrollment at the end of 1936. The student body on December 31st was composed of the following:

	Women	Men	Total
First year students	95	20	115
Second year students	99	22	121
Third year students	70	22	92
	264	64	328

The total enrollment in the Schools included:

Bellevue students, women	264
Bellevue — Mills students, men	64
Affiliating students, women	99
Affiliating students, men	42
Post graduate students	12
Total.....	481

Admissions to the Bellevue Schools in 1937 were as follows:

	Women	Men
February 1st	59	13
September 1st	77	18
Total.....	136	31

Of the February group seventeen women and four men discontinued the course for the following reasons:

Seven women and three men failed to meet health requirements for acceptance.

Nine women were dropped because of poor work or lack of adjustment.

One woman and one man resigned for personal reasons.

Twenty-six of those who entered the Schools in September discontinued the course for the following reasons:

Eleven women failed to meet the health requirements for acceptance.

Six women and one man were dropped because of poor work or lack of adjustment.

Six women and two men resigned for personal reasons.

AFFILIATING STUDENTS

During 1937 there were three hundred and five women and thirty-four men from thirty affiliating schools who completed courses ranging from two to twelve months in length, and of varying clinical content. This is an increase of seventy-eight students (sixty-six women and twelve men) over the number who completed affiliating courses in 1936.

The only new affiliation is that of Lincoln Hospital which has enrolled its students for an affiliation in psychiatric nursing.

POST GRADUATE STUDENTS

It has been necessary to limit the number of post graduate students during the past year because of the insufficient housing

accommodations. Thirty-two students completed courses during the year 1936, two in medical nursing, eleven in pediatric nursing, six in surgical nursing and one completed additional experience and received instruction in dietetics, medical and surgical nursing. This number represented a decrease of nineteen from the number completing post graduate courses the preceding year. Further reduction and possible suspension of the post graduate courses now appears necessary as the available housing facilities are needed for the undergraduate group.

CENTRAL SCHOOL INSTRUCTION

Bellevue has continued to serve as a central school to provide instruction in the basic sciences—anatomy and physiology chemistry, bacteriology, nutrition and dietherapy, for not only our own students, but for students of the Kings County Hospital, Metropolitan Hospital and Cumberland Hospital Schools of Nursing.

FACULTY

Provision was made for three additional instructors in the central school starting with the new semester on September 1st. One instructor, Mrs. Josephine Klaas, was assigned to the Anatomy and Physiology Department, Olive Ricketts to the Department of Chemistry and Bacteriology, and the third, Elayne J. Tompkins, acts as a part time assistant instructor in Nutrition and Dietotherapy in central school and is employed the remainder of the time in the Kings County Hospital School of Nursing.

M. Hermine West, M. A., R. N., was appointed as instructor in Nursery School Methods taking the place of Miss Helen Latham who resigned to accept a position in Children's Memorial Hospital, Chicago.

Other appointments to the faculty include Mrs. Frances Ackley, Instructor and Supervisor in the Ophthalmological Service; Emma Chaffin, B. A., R. N., Assistant Librarian.

Josephine Shull, R. N., formerly Chief Supervisor in the General Surgical Service, has been transferred to the post of Teaching Supervisor in the Operating Rooms.

Minnie Biffer, R. N., has accepted the post in charge of Surgical Supplies.

New appointments to the night supervision staff became necessary with the installation of the eight-hour schedules. The list of new appointees appears in this report with the complete faculty roster.

Resignations from the faculty included that of Margaret Shay, Night Supervisor on the Medical Service, who left to

accept the position of Assistant Superintendent of Nurses at Fordham Hospital and Ruth McVean, Instructor in Social Case Work.

THE EDUCATIONAL PROGRAM

The educational program of the Schools of Nursing has undergone but few minor changes during the period covered in this report. Further analysis and study of the curriculum and its component units is in progress with reference to suggestions of the Curriculum Guide and the newer demands and developments in Nursing.

Mills School students requested that a special course in First Aid Nursing under the American Red Cross be arranged for them. This was added during the winter as an elective extra curricular unit and there was a large attendance when the first course was offered.

The curriculum for Mills School has been further modified to include a brief course in Obstetrics for senior students. Eight hours of doctor's lectures and nursing classes are offered in which the general principles of pre-natal, ante partum and post partum care, and care of the new born are presented. This instruction has been introduced for the purpose of giving the men better basis for an understanding of some of the more important family and community health problems.

The four-weeks assignment to the Social Service Department was discontinued for both men and women students this year, following staff changes and reorganization in that division. The time previously spent in the Social Service department has been added to the practice assignment in the Out Patient Department and the course of instruction in Out Patient and Community Nursing has been reorganized and expanded to give the students a broad acquaintance with the social and economic aspects of disease and the community resources for solving the various related problems. Lectures and discussions by members of the Social Service staff and home visits to patients and their families in company with individual social workers are arranged to supplement the instruction in the Out Patient Department. Students now have a four weeks assignment to the Out Patient Department during their first year in the School, returning in their senior year to complete the remainder of the twelve weeks assignment.

EDUCATIONAL FACILITIES

Again we take occasion to call attention to the serious inadequacy of the facilities afforded the Schools of Nursing at Bellevue for educational purposes. The situation has become increasingly difficult during the last few years handicapping the proper administration of the educational program. There are not

enough class rooms to make possible the arrangement of advantageous class schedules and this condition results in broken practice assignments for the students, interfering with the continuity of valuable experience, and hampering best ward service. Further, those class rooms which are available are so scattered as to make it difficult for students to get from one to another in the time allotted between classes. The class rooms are not, for the most part, properly equipped, lighted or ventilated.

Lack of space for social activities necessitates the use of the principal lecture hall in Bellevue House for dances and parties and other extra curricular programs. This room when thus used must be cleared of all equipment. The frequent moving of the furniture is destructive and the dearth of proper storage space for delicate equipment when moved from the lecture hall, increases the breakage of such equipment.

What has been said of the class rooms also applies to the laboratories. They are too small, too scattered, insufficient in number and are poorly placed.

At the present time the anatomy laboratory occupies a portion of a building owned by New York University. This building is not fireproof and a single narrow stairway is the only exit from the laboratory to the street. Occupancy of this building is dependent entirely upon changes in the plans of the University in respect to use of this building.

The chemistry laboratory is located on the second floor of Bellevue House. It is equipped with desks for twenty-four students, but these desks are so close together that it does not allow sufficient space for the students to move about or work with safety, and these crowded conditions make it difficult for the instructor to give proper supervision to the work of the students.

There is no demonstration desk in this laboratory which makes it necessary for the instructor to use a student's desk. The position of any one of these desks makes it impossible for all of the students to see a demonstration at one time, thus requiring several demonstrations of the same experiment. This condition creates confusion, wastes the students' time and curtails teaching time.

The course in drugs and solutions is being taught in a small poorly lighted and ventilated group floor room in Bellevue House. There is need for a suitable laboratory for the teaching of this subject.

The class room and laboratory for the teaching of nursing practice, which in the beginning was an improvization of space once occupied by the residence laundry, has become obsolete for

the teaching of present day nursing practice. There is great need here for a new and properly equipped unit.

The physical education program is seriously hampered by the lack of sufficient space and equipment. The swimming pool has been in disuse for many months because of needed repairs to machinery. The only available space for a gymnasium is located on the main floor of the laboratory building owned by New York University. The space it affords is too small to permit the carrying out of the desired program of activities. The play court and tennis court are outdoor courts and are usable only when weather permits. They are not adequate for the number of students who must use them.

The scattered placement of the various teaching units makes it difficult for good care to be given the class rooms. If they were organized into one educational unit the time that is now expended to care for one or two of these units would suffice to supply satisfactory janitor service for the entire department.

RESIDENCE FACILITIES

Problems of housing have been increased this past year through the enlargement of the nursing staff at the time of the introduction of the eight-hour day.

Lounge rooms, recreation space, cloak rooms, toilet and bath facilities are seriously inadequate. Use of the one reception room in Bellevue House is curtailed for the reason that it is an open thoroughfare to lecture hall, to stairways, to the dining room. This causes extra wear and tear on the room's furnishings and interferes with the use of the room for social purposes by individuals and groups.

The Dietary Department in the Nurses' Residence is operating under extreme difficulties, being forced to accommodate many more persons than can be provided for comfortably or efficiently. There is serious overcrowding in the dining room at times, resulting in confusion, noise and hurried, careless service. Such conditions cannot fail to have a deleterious effect upon the comfort and welfare of the nurses.

The Mills School was moved from the original building at 431 East 26th Street to new quarters in Pavilion C and D early in March this year. The School now occupies the three top floors of this pavilion. The new place of residence contains large airy bedrooms, each with running water, spacious lounge rooms, a very large recreation room, which is also available as an added class room for both Schools, game rooms, kitchenettes and laundryettes and spacious sun decks on open roofs.

The Mills School Student Association, aided by a gift of \$150.00 from Mrs. Lewis Morris of the Board of Managers, pur-

chased a billiard table for one of the game rooms, also table tennis equipment, and miscellaneous equipment for the sun roofs.

NURSING SCHOOLS' LIBRARY

A steadily increasing use of the facilities of the Carrie J. Brink Memorial Library has been demonstrated during the past year. Records for 1937 show the following:

1. Use of the Library

Readers using Library	30,025
Books, pamphlets and periodicals borrowed.....	14,959
2. Accessions to the Library

Number of books added	291
Number of pamphlets added	1,135
Number of periodicals added through medical library exchange or by gift of purchase.....	1,200
Number of books and pamphlets cataloged.....	1,291
Number of catalog cards typed and filed in card catalog	11,253
Number of bibliographies compiled	234
Letters written	444
Postals sent	817
3. Books borrowed from other libraries 352

The resources of the library have been increased by the privileges of the inter library loan service available to us. This service has helped instructors, supervisors, staff nurses and students.

Groups of new students (Bellevue freshmen, affiliating students and post graduates) have been given instruction in the use of the library and the sources of reference materials by Miss Ethel Wigmore, Librarian.

A weekly bulletin is issued to all instructors and supervisors and charge nurses giving information about articles appearing in current periodicals which relate to the various interests of nurses.

At the request of the librarians, Miss Wigmore has given assistance in cataloging and organization problems to Lincoln, Harlem, Metropolitan, St. Mary's (Brooklyn), Roosevelt, and New York Hospitals Schools of Nursing.

The operating expenses of the Library including Librarian's salary, stationery supplies, postage, etc., are met through the School's educational fund. These expenses totalled \$2,654.41 in 1937.

Budgetary provision was made by the City for the purchase of books and magazines at a cost of \$400.00; it also provided for the purchase of one stack of metal files.

The Bellevue Alumnae Association provided for the purchase of fifty-three books and a number of periodicals, total cost of which was approximately \$250.00.

HEALTH PROGRAM FOR STUDENTS

Although the student group has been larger this year the actual time lost by illness by the total group has been less by four hundred and sixty-four (464) days than the time lost by students in 1936.

On the other hand there has been a serious increase in tuberculosis among the student nurses, which is causing much concern for all of us.

The health program now in operation for students includes: (1) comprehensive examination of all new students to determine whether they are physically acceptable to the School; (2) annual routine physical examinations; (3) routine X-ray of chest every six months; (4) immunization against small pox, thyphoid fever, scarlet fever; (5) casual treatments, including correction of remedial defects, care of minor illness, consultation on health matters; (6) health education program, including instruction in personal hygiene, mental hygiene, etc.; (7) infirmary service, functioning as a hospital unit for care of sick nurses.

EXTRA CURRICULAR ACTIVITIES

The Student Associations of both Schools have been active throughout the year, each sponsoring the extra curricular program of its respective group. The Bellevue Association has continued to operate with success the tea room from the profits of which it has been able to finance class dances and miscellaneous social activities of the School.

Both Student Associations sent delegates to the annual convention of the New York Nurses' Association at Lake Placid in September.

The Bellevue Association has this year established a loan service, setting aside One Hundred Dollars which may be used on a revolving basis for short term small loans to meet special emergencies. All loans have been paid back promptly and the members have appreciated this service.

Each incoming group of women affiliating students has been entertained by the "Bellevue Sisters", a special committee organized to carry out this welcoming program under the auspices of the Student Association.

The 1937 graduating class presented some attractive out door furniture to the School for use on the roof at Bellevue House. The 1938 graduating class presented a radio to the School, making the presentation in time for the Christmas festivities. This class also revised publication of *The Crane*, the annual year book of the Bellevue School.

The Mills School Association has given a series of successful all-school dances during the year and has sponsored several outings to Jones Beach and to Bear Mountain. Special parties have been arranged in honor of incoming freshman students and the new group of affiliating students.

The large recreation room on the eighth floor of Pavilion C and D has been officially named Mills Hall. The Mills School Student Association gave the first formal party in these new quarters on June 13th.

PHYSICAL EDUCATION PROGRAM

As previously stated the physical education program in our Schools is limited by the absence of proper facilities. With the reorganization of class schedules at time of introduction of the eight-hour day the courses in physical education were modified for both men and women students. The amount of required work has been reduced, but there appears to be no diminution of interest in these activities. Every possible effort is made to give opportunity for a varied program which will meet the needs of individual students, but there is urgent need for provision of better facilities.

The Schools are fortunate in having excellent instruction, leadership and direction in the physical education program.

THE NURSING SERVICE

The introduction of the eight-hour day on July 1st, 1937, necessitated adding many new members to the nursing staff. Prior to that date there had been a shortage of qualified applicants, but the shorter hours and the fact that permission was granted to employ registered nurses from other states rapidly altered the employment situation. The eight-hour day was introduced with a grossly inadequate staff, but the stream of applications increased steadily so that at the end of the year there were enough applicants to fill all vacancies.

All new positions added were non-maintenance appointments. The majority of the graduate nurses prefer to live outside the institution and these arrangements are particularly advantageous since the consecutive eight-hour day has become effective. The chief problems in connection with the non-maintenance workers is the lack of suitable lockers, dressing rooms, and insufficient dining facilities for the larger group of employees.

New positions added on July 1st were as follows:

Trained Nurses	185
Chief Nurses	6

The complete statistical report of the nursing personnel appears in the following pages of this Report.

THE EIGHT-HOUR DAY

The installation of the eight-hour day on July 1st required weeks of careful planning. A short training course for ward helpers was given during the month of June and those who did satisfactory work were given positions as ward maids or orderlies.

The staff nurses were given opportunity to express preferences as to work schedules. A majority of the nurses favored the following schedule which was adopted:

8 A. M. to 4:30 P. M. (with half hour for lunch)

3:30 P. M. to 12 Midnight (with half hour for dinner)

12 Midnight to 8 A. M.

While these new schedules required many re-adjustments and a careful re-arrangement of work in the various departments the enthusiastic cooperation of the entire nursing staff made possible the successful operation of the plan.

The nurses were also asked to decide whether they wished to work on the same time schedule over a given period of time or wished to rotate assignments at shorter intervals. Upon their determinations it was arranged that assignment to the midnight to 8 A. M. schedule would be a straight assignment, usually one month unless the nurse requests longer time. The two other work periods are covered on a day-by-day rotation, the schedule being announced a week in advance, thus enabling staff members to make individual plans for late afternoon and evening engagements, classes, etc., when assigned to the day schedule, and morning appointments when on the evening schedule. It also makes it possible for a larger group of nurses to be in touch with the day-time activities of the wards, such as rounds by the visiting doctors and new orders, which is a desirable factor.

SUPPLEMENTARY NURSING SERVICE

The hospital has continued to utilize the services of nurses and attendants assigned under the work relief projects. At the end of December there were twenty nurses and twenty-five attendants on our staff, supplementing the work of the regular nursing staff. Volunteer workers in the Out Patient Department and on the wards have also rendered valuable assistance.

HEALTH SERVICE FOR GRADUATES

Illness among graduate nurses during 1937 showed a numerical increase of 478 days over the previous year's record,

but this is negligible in view of the larger number of nurses employed.

On November 1st compulsory physical examinations for all new graduate nurses appointed to the staff were initiated. The initial examination consists of blood count, urinalysis, Wasserman test, X-ray of chest, and physical examination by the physician. Appointment to the staff is regarded as tentative pending the establishment of the candidate's fitness for ward duty. Medical advice and follow-up treatment are arranged where there are minor health problems.

There is definite need for a more systematic preventive therapeutic program for graduate nurses, one that will be comparable to the program carried on for students. This should include periodic examinations and carefully planned treatments to prevent and cure health defects. Such a program would require the assignment of physicians to be responsible for this work, and increase in nursing personnel and facilities in the Infirmary and Health Service.

The Nurses' Infirmary is not adequate to provide for the hospitalization of all sick nurses, especially during the winter months when the incidence of illness is at its peak.

STAFF EDUCATION PROGRAM

Regular weekly conferences and classes have been arranged for the various groups, including the supervisors, ward instructors and head nurses, under direction of Miss West, Director of Supervision and her assistant, Mrs. McClelland. The staff education program in the Out Patient Department has been directed by Miss Doyle. In each group the purpose of the educational program has been to promote better teaching and supervision of students and graduate staff and to improve methods and techniques of caring for patients.

The short course in ward teaching and management started last April for staff nurses who wished to prepare for promotion to positions as charge nurses or ward instructors has been repeated several times and there has been a full enrollment each time. Staff nurses have also been given opportunity to attend lectures and classes in the various clinical services. All graduates assigned to tuberculosis wards have been given careful instruction in tuberculosis nursing. All new nurses coming on the staff are now given a series of classes in which procedures and techniques used at Bellevue are demonstrated and discussed. This helps to orient the new worker to our ward practices and relieves the teaching load on the individual wards.

The course in general hygiene and practical procedures has been continued for ward maids, orderlies, pantry maids and porters. Weekly classes are held for these groups.

Through the cooperation of Miss Wigmore, Librarian of the Carrie J. Brink Library, a weekly digest of pertinent articles appearing in medical, hospital and nursing periodicals, is issued to instructors, supervisors, head nurses and others assisting with the education of staff and students. These are arranged alphabetically according to content, as dietetics, medicine, nursing, pediatrics, etc. The reader glancing over the subjects may learn what is being published in his or her field of special interest and may find in the Library those articles which will be useful. This Bulletin saves the time and necessity of looking through many magazines and has proved to be a most valuable aid to staff education.

The education of the entire staff in the use of the metric system was undertaken in December preparatory to putting this system into general use in the hospital for the handling of all drugs and medications.

NEW NURSING SERVICES

The work of the nursing service in the Out Patient Department was increased during 1937 by the addition of thirteen new clinics. Chief among the new activities assumed by the nurses in this division has been the work in the chest clinic, the various tuberculosis diagnostic and treatment clinics and the pneumothorax clinics which was transferred from the auspices of the Tuberculosis Social Service Department to the nursing staff, releasing the medical social workers for full time social service activities.

A new fever therapy service was opened this year on the pediatric service. The tower room adjoining Ward F-7 was renovated and equipped with a new Kettering Hypertherm machine. A member of our nursing staff and two physicians completed the four weeks course of instruction in the operation of the machine at the factory before the new service was begun. The new machine is in constant use.

Ward I-6, formerly a surgical ward for boys, was changed to an adult male orthopedic ward.

Isolation units have been set up in connection with children's wards for detention of new patients pending reports of throat cultures and tests taken on admission. This has necessitated the maintenance of additional nursing staff in these units.

Better staffing of the wards on afternoon and night shifts has been possible since the establishment of the eight-hour day.

NEW BUILDINGS AND EQUIPMENT

The new C and D Pavilion was completed early this year and equipment is now being received. The nursing offices were

moved early in March to temporary quarters on the ground floor of this building, but will eventually occupy space in the new administration building which will be erected on the site of the old administration building, which is in process of being razed.

HOSPITAL CENSUS

The average daily patient census for 1937 was 2,299 an increase of 55 over the average census for 1936. The highest daily census was recorded May 16, 1937, when there were 2,599 patients in the hospital; the lowest on September 15th when the patient census was 1,956.

Heaviest overcrowding has occurred on the tuberculosis service where the census has remained consistently high throughout the year. The opening of the new wards for the care of the tuberculous patients in the C and D pavilion is awaited eagerly to relieve the present deplorable lack of facilities.

The gynecological service has been overcrowded much of the time. More space is needed to give proper accommodation to the number of patients admitted for treatment in this department.

The census on the medical wards has again been very high during the winter and spring months. One additional medical ward for women was opened to relieve partially the overcrowding on the four medical wards previously in use.

EQUIPMENT AND SUPPLIES

The work of caring for the patients on all services, especially in those divisions where the patient census has been excessive, has been facilitated greatly by the sympathetic understanding of the problems by Dr. Jacobs and the various heads of divisions in the hospital, who have sought diligently to provide needed nursing equipment and supplies. The nursing service is particularly indebted to Mr. Craig, the Steward, and to Mrs. Young, head of the Housekeeping Division, to Mr. Zwilling, Pharmacist, and to Mr. Reardon, chief engineer, for their cooperation and assistance.

Extra linen and blankets were provided in the different pavilions for use on cots and extra beds that have to be installed when the census exceeds normal bed capacity. Provisions have been made for 100 cots in A & B Pavilion, 100 in F & G Pavilion, 60 in L & M Pavilion and 50 in I & K Pavilion.

Ward standards on bath blankets and balcony blankets have been increased to make better provision for patients' needs.

Generous budgetary provision was made this year for medical and surgical equipment, on both new and replacement items. General ward supplies have been available as needed.

REPAIRS AND RENOVATIONS

Installation of the new plumbing lines has been resumed in I & K Pavilion after a period of delay. The appearance of this pavilion has been unsightly and it has been difficult to carry on the work during the period in which the work was at a standstill.

The work of installation of new steel frames and skylights in the Operating Rooms has been completed, giving protection from the danger of entrance of dust, soot and rain.

Replacement of window screens and doors, painting of all exterior iron work, new cement floors in basement of Pavilions A & B, I & K and L & M, painting of basements and various other parts of the hospital, renovation of the refrigeration system for the ward kitchens of the medical pavilion are but a few of the many improvements that have been completed or are now in progress.

The expansion of the hospital laundry plant and installation of new laundry equipment, long needed to meet the demands of the growing institution, are now nearing completion and the institution is looking forward to a greatly improved laundry service, which is an urgent need.

RECOMMENDATIONS

All new positions added to the nursing staff during 1937 were set up with a five dollar per month additional salary to cover laundry service. This is a satisfactory arrangement and most of the nurses on the staff would prefer it to having their personal laundry done in the hospital. It would seem desirable to make this provision for all nurses employed on a non-maintenance basis.

The non-maintenance positions are popular with the nurses and the practicability of this arrangement has been demonstrated. It is believed that further experimentation along this line would be advantageous in relieving undesirable conditions in the institution and creating greater satisfaction for the workers. Salaries for graduate nurses sufficient to provide for housing, laundry and meals outside the hospital might reasonably be given consideration.

Probably the most urgent need at this time from the viewpoint of the graduate staff is a suitable adjustment of salary. For the past six years there have been no increases in salary for nurses beyond the minimum level at which they were

appointed. Some of the nurses have worked for a number of years and are now holding positions as charge nurses, instructors or supervisors, yet are receiving exactly the same salary as the new, inexperienced graduate or less qualified nurse who is appointed today. This failure to supply suitable monetary reward for valuable services is the cause of much discouragement and discontent. Many of the resignations from the staff have been those of qualified nurses who felt the necessity of accepting positions offering higher salary or promise of advancement.

It is urged that salary increments be restored on a reasonable basis and that they be made retroactive for those nurses who meet the requirements. It is recommended further that a progressive salary scale be established for chief nurses and others in line positions.

ACKNOWLEDGMENT

This report of the Schools of Nursing and the Nursing Service of the Hospital would be incomplete without the acknowledgment of our indebtedness to the members of the Board of Managers for their sustained interest in the nursing activities at Bellevue, their belief in us and in the worthwhileness of our task, their readiness to listen to our problems and give valued counsel and material help.

We take this opportunity of expressing our appreciation to Dr. Jacobs and his deputies for their sympathetic understanding and interest in the problems of the nursing department and their readiness at all times to assist in solving those problems.

We wish also to thank Miss Manley and Miss Plambeck and their assistants in the Division of Nursing Office of the Department of Hospitals for their courteous and helpful consideration of all matters brought to their attention from the Bellevue Nursing Office.

Particularly do we wish to thank the hundreds of nurses at Bellevue—faculty, staff nurses, students, and our fellow workers in the other departments of the hospital who have worked together this past year and each of whom deserves a share of the credit for all that has been achieved.

This report is respectfully submitted to the Board of Managers.

BLANCHE E. EDWARDS,
*Principal of the Bellevue Schools of
 Nursing and Director of the Nursing
 Service of Bellevue Hospital.*

ANNUAL REPORT OF NURSING PERSONNEL

January 1st to December 31st, 1937

TOTAL NUMBER OF NURSES IN SCHOOL—DECEMBER 31, 1937

Graduate Nurses—General Service	611
Graduate Nurse Attendants—General Service.....	15
Graduate Nurses—Psychiatric Service	267
Graduate Nurse Attendants—Psychiatric Service....	9
Student Nurses—Bellevue	201
Student Nurses—Mills	53
Preliminary Students—Bellevue	58
Preliminary Students—Mills	14
Affiliating Students—Bellevue	99
Affiliating Students—Mills	42
Post Graduate Students	12
Bellevue Students on Leave of Absence.....	4
Mills Students on Leave of Absence.....	1
Total	1,386

GRADUATE NURSES—GENERAL SERVICE

Total resignations during year	174
Total appointments during year	416
Total days illness during year.....	5,001
Total days absence during year	3,630
Total days vacation during year.....	9,625
Total dismissals during year.....	15
Total deaths during year	1

GRADUATE NURSE ATTENDANTS—GENERAL SERVICE

Total resignations during year.....	10
Total appointments during year.....	13
Total deaths during year	—
Total days illness during year	261
Total days absence during year	100
Total days vacation during year	381
Total dismissals during year	1

GRADUATE NURSES—PSYCHIATRIC SERVICE

Total resignations during year	59
Total appointments during year	147
Total days illness during year.....	2,798
Total days absence during year	1,268
Total days vacation during year	5,018
Total dismissals during year	3
Total death during year	0

GRADUATE NURSE ATTENDANTS—PSYCHIATRIC SERVICE

Total resignations during year	0
Total appointments during year	0
Total days illness during year	147
Total days absence during year	176
Total days vacation during year.....	151
Total deaths during year	0
Total dismissals during year	0

STUDENT NURSES—BELLEVUE

Total preliminary students admitted during year.....	136
Total resignations before fourth month during year..	23
Total resignations after fourth month during year..	9
Total dismissals before fourth month during year....	15
Total dismissals after fourth month during year....	6
Total under suspension during year.....	1
Total completed course during year.....	60
Total days illness during year.....	2,779
Total days absence during year	863
Total days vacation during year.....	5,743

STUDENT NURSES—MILLS

Total preliminary students admitted during year.....	30
Total resignations before fourth month during year..	5
Total resignations after fourth month during year...	2
Total dismissals before fourth month during year..	1
Total dismissals after fourth month during year....	0
Total under suspension during year	0
Total completed course during year	24
Total deaths during year	0
Total days illness during year	656
Total days absence during year	142
Total days vacation during year	1,436

AFFILIATING STUDENTS—BELLEVUE

Total new students admitted during year.....	282
Total resignations during year	4
Total dismissals during year	0
Total under suspension during year.....	0
Total completed course during year.....	305
Total days illness during year	2,324
Total days absence during year	876
Total days vacation during year	18

AFFILIATING STUDENTS—MILLS

Total new students admitted during year.....	57
Total resignations during year	0
Total dismissals during year	0
Total under suspension during year.....	0
Total course completed	34
Total deaths during year	0
Total days illness during year.....	462
Total days absence during year.....	68
Total days vacation during year	0

POST GRADUATE STUDENTS

Total new students admitted during year.....	20
Total resignations during year	4
Total course completed during year.....	32
Total days illness during year	262
Total days absence during year.....	50

TOTAL OF SCHOOL AND NURSING SERVICE

Total days illness during year	14,690
Total days vacation during year	22,372
Total days absence during year	7,173
Total deaths during year	1
Total appointments during year	1,101
Total resignations during year	290
Total dismissals during year	41
Total course completed during year	453
Total under suspension during year	1

BELLEVUE SCHOOLS OF NURSING GRADUATION EXERCISES

Thursday, March Third

Nineteen Hundred Thirty-Eight

8:30 P. M.

PROGRAMME

CHAIRMAN—WILLIAM F. JACOBS, M. D.

Medical Superintendent, Bellevue Hospital

INVOCATION—REV. DAVID BOWEN

Chaplain, Bellevue Hospital

PRESENTATION OF CLASS:

MISS BLANCHE E. EDWARDS

Principal, Bellevue Schools of Nursing

RESPONSE ON BEHALF OF BOARD OF MANAGERS:

MRS. LINZEE BLAGDEN

President, Board of Managers of Bellevue Schools
Nursing

PRESENTATION OF DIPLOMAS

AWARDING OF SCHOLARSHIPS AND PRIZES

ADDRESS TO THE GRADUATING CLASS:

DR. LILLIAN M. GILBRETH

BENEDICTION—REV. DAVID BOWEN

BELLEVUE SCHOOL OF NURSING

1938 GRADUATING CLASS

HELEN C. ABRAMOWITCH New Jersey	MARGARET KEIB New York
SUSAN ELIZABETH BEAN Maine	RUTH I. KINGSBURY New York
RUTH SYLVIA BENDER New York	MARY ELIZABETH KIPP Ohio
FELICIA BENNETT New York	YETTA JOAN LASKY New Jersey
SARAH BISHOP North Carolina	LOUISE MORRIS LEACH New York
MARY ELIZABETH BOLLINGER Pennsylvania	ROSE LENORE LEVY Vermont
FRANCES ELIZABETH BOWES Connecticut	MARY ELIZABETH MCBRIDE Pennsylvania
KATHRYN ELIZABETH BROOKS North Carolina	JEANNE ANN MCCARRON New York
AUGUSTINA V. BROSKOSKE Pennsylvania	BEATRICE MCEVOY New York
SARAH LUELLA BUNKER Pennsylvania	BEATRICE MCGAVIN Idaho
EMMA LeGRAND CHAFFIN North Carolina	WINIFRED T. McLAUGHLIN New York
BLANCHE M. CONRAD Maine	IRMGARD MAKOWIECKI New York
GERTRUDE COOPERSTEIN Maryland	JANE MARKOWITZ New York
MAY DESIND New York	GENEVIEVE L. MASTAITIS New York
KATHRYN FEDESKY Pennsylvania	THELMA A. MITCHELL New York
IDA MAY HAGAN New York	BIBET V. MOSER New York
AMELIA HINLUCKY Connecticut	MARY FLORENCE NAPERKOSKA Pennsylvania
CATHERINE HOLOVIAK Pennsylvania	VIVIAN K. NELSON New York
MARY ELLEN HRICIK Pennsylvania	MILDRED CHURCHILL NICHOLS New York
RUTH CLEOTAS JORDAN West Virginia	GLADYS A. O'BRIEN New York

RUTH E. OLLECH Nebraska	STELLA TEKLA SMYKOWSKI Massachusetts
CLARA ORRIE OSGOOD New York	ANNE MARY SOSCIA Rhode Island
ROSE PARTYKA New Jersey	AUDREY MAY STINE New York
DOROTHY PATTERSON Massachusetts	LAURA FRANCES STOUT Michigan
RUTH PATTERSON Indiana	PAULINE E. THOMPSON Washington
JANE PAYNTER Kentucky	RUTH TIEFENTHALER Ohio
JOSEPHINE POLLAK Pennsylvania	OUIDA CATHERINE UPCHURCH North Carolina
LIBBY RIFKIN Connecticut	MARIAN WAMPLER Virginia
ALICE CATHERINE RISOLI New York	MARY E. WILLIAMS New York
ELIZABETH LOUISE RUDER New York	HILDA JACQUELINE WOLF New York
MARY F. RUSS Minnesota	EMILY ZAVATSKY New Jersey
ADELLA MARY RUTKOWSKI Pennsylvania	SOPHIE ZEHRER New York
ALICE MARY SMITH New Hampshire	HELEN T. ZUBAR New York
DAISY DEAN SMITH Virginia	CATHERINE ZUROMSKI Connecticut

MILLS SCHOOL OF NURSING FOR MEN

Class of 1938

ABRAHAM ABRAMOWITZ
New Jersey

RALPH CEDRIC BELDING
Michigan

ANTHONY A. BORSKI
Massachusetts

ARTHUR HARVEY DAVIS
Pennsylvania

CARLTON G. ELLSWORTH
New York

FRANCIS R. FLOOD
Massachusetts

JOSEPH MCCRARY GARCIA
New York

FLOYD E. GRADY
Pennsylvania

LADISLAUS F. GRAPSKI
Pennsylvania

ANTHONY CHESTER GUZIK
New York

EDWARD J. HOECHST
New York

CASPER C. JANORA
Pennsylvania

FRANK ALLAN LYNCH
Pennsylvania

MICHAEL F. MAZZOCCHI
Connecticut

BURTON MEADOWS
New York

MAXIMILLIAN MICHELSON
Pennsylvania

CONRAD T. PERKINS
New York

ALPHONSE J. RUSSEN
Pennsylvania

FRANK A. SILVEY
New York

CLEMENS JAMES TAYLOR
Pennsylvania

ERVIN B. YOUNGBLUT
New York

BELLEVUE SCHOOLS OF NURSING—1938

PRIZES AND AWARDS

The Lavinia Dock Scholarship prize, established in 1912 for the women's school was by action of the Board of Managers this year made available to the student in either school who at time of graduation had attained the highest scholastic average throughout the course. The Bellevue School retained the honor this year and the cash award of Twenty-Five Dollars went to

LOUISE LEACH

The Mills School Alumni Association awards an annual prize—a Mills School Pin—to the member of the men's graduating class who has won the highest scholastic average during the course. This award was given to

CLEMENS TAYLOR

The following members of the class were given honorable mention for excellent scholastic standing: (the names are given in alphabetical order, not in the order of their scholastic averages):

EMMA CHAFFIN	GLADYS O'BRIEN
GERTRUDE COOPERSTEIN	CLARA OSGOOD
JOSEPH GARCIA	ROSE PARTYKA
FLOYD GRADY	ELIZABETH RUDER
EDWARD HOECHST	AUDREY STINE
CATHERINE HOLOVIK	LAURA STOUT
CASPER JANORA	PAULINE THOMPSON
RUTH JORDAN	RUTH TIEFENTHALER
MARGARET KEIB	ERVIN YOUNGBLUT
MILDRED NICHOLS	HELEN ZUBAR

The Mrs. William Preston Griffin Prizes of Twenty-five Dollars each were given this year to the two women in the graduating class whose work in bedside nursing received highest rating.

The Board of Managers also added a new award of Twenty-five Dollars to be known as the D. O. Mills prize, in honor of the man who founded Mills School, to be awarded annually to the man in the graduating class who holds highest rating in bedside nursing.

The Griffin prizes for bedside nursing were awarded to

EMMA CHAFFIN

CATHERINE HOLOVIAK

The D. O. Mills prize for bedside nursing was presented to

CASPER JANORA

Mr. Janora also was the winner of the Mills School Alumni Association prize—the Mills School Pin—given in recognition of his having obtained the highest average grade in nursing practice.

The following students received honorable mention for excellence in bedside nursing:

LADISLAUS GRAPSKI

MARY HRICK

RUTH JORDAN

MARGARET KEIB

FRANK LYNCH

ROSE PARTYKA

DOROTHY PATTERSON

RUTH PATTERSON

LIBBY RIFKIN

PAULINE THOMPSON

RUTH TIEFENTHALER

MARY WILLIAMS

ERVIN YOUNGBLUT

SOPHIE ZEHRER

The Board of Managers has established two prizes of Twenty-five Dollars each to be awarded to the two second year students who have received the highest average grade in bedside nursing.

These prizes are to be known as the Isabel Hampton Robb prizes, being named in honor of that distinguished Bellevue graduate of the class of 1883 who became an outstanding nurse educator and whose contributions to the advancement of our profession have given her name a permanent place in nursing history.

These prizes have been made available to both men and women. Both schools shared the honor this year. The student in the upper section of the second year class who had the highest average grade in bedside nursing was

WILLIAM DAMERON

The student in the junior section of the class to whom a prize was awarded for having the highest rating in bedside nursing was

MILDRED HABECKER

The following second year students were given honorable mention for excellence in bedside nursing:

JANE ALLSHOUSE	FLORENCE JENSEN
EVELYN ANDERSON	JEANETTE LAPIDES
FLORENCE ASHELD	DOROTHY LAUTERBORN
GRACE BUGDENOVITCH	MARY LEGER
CLYDE CUNNINGHAM	ROBERTA MACGEORGE
CLARA CZURYLOWSKI	HELEN MORIARTY
GRACE DANNER	KATHERINE PARKS
MARTIN ESTONA	EDRA PERRINE
FLORENCE FENICCHIA	VINCENT PETRIE
VIRGIE HARRIS	GENEVIEVE QUINN
GOLDIE HORNBECK	JOHN REACH

IRENE WASSEL

I have been requested by the Bellevue Student Association to express its congratulations and appreciation to the following members of the graduating class for their loyalty, leadership and efficiency in their volunteer service to the Association and their class:

RUTH JORDAN, President of the Association
 CATHERINE HOLOVIK, who has served as Treasurer last year and this year as Vice President
 RUTH KINGSBURY, Treasurer
 MARY HRICK, Editor in chief of the Crane, 1938, and her able assistants
 EMMA CHAFFIN, Chairman of the Student Advisors for Freshman students
 IDA HAGAN, President of the graduating class
 RUTH PATTERSON, Vice President
 OUIDA UPCHURCH, Secretary and Treasurer

Mr. Frank Lynch has rendered equally valuable service as president of the Mills School Student Association.

At this time it is customary to announce the names of the recipient of the scholarships awarded each year by the Board of Managers. We are pleased to report that Rose Horvath, a graduate of the class of 1929, a member of clinical supervision staff, has been selected for the Marian Rottman Scholarship of Five Hundred Dollars, covering tuition for one full year at Teachers' College.

Two other faculty members, Dorothy Weddige, 1928, and Gladys Chamberlain, 1930, will share the second scholarship of \$500 equally, each receiving \$250.00 covering tuition for part time attendance at Teachers' College.

HARLEM SCHOOL OF NURSING

During the past year the School of Nursing has had some sad and severe set backs, and in reporting the fourteenth graduating class of the Harlem School of Nursing on May 12th of this year the report will be very brief.

In July, 1937, the Superintendent of Nurses, Mrs. Sadie J. O'Brien, who had been with the hospital since 1923 and who had opened the school, became critically ill and died. She had given unstintingly of her time and energy. She had not only contributed to the school but had made a place for herself in the community.

On August 16, 1937, Miss Helene Olandt, a Bellevue graduate, was appointed to take Mrs. O'Brien's place. Miss Olandt had been Superintendent of Nurses at Cumberland School of Nursing for six and one half years.

On February 1, 1938, Miss Olandt resigned to become the Superintendent of Nurses at St. Lukes Hospital, New York City. Miss Mary Pauline Harty, a graduate of the City Hospital, St. Louis, Mo., was appointed to take the position made vacant by Miss Olandt's resignation. Miss Harty had formerly been Superintendent of Nurses at the Willard Parker Hospital.

THE STUDENT BODY

The student body numbers 101. Of this number

- 14 are Seniors
- 41 are Juniors
- 34 are Sophomores and
- 11 are Freshmen

During the year 22 students completed the course and received diplomas. 34 were admitted to the school during the year. 17 students were discontinued for the following reasons.

- 1. Health-5
- 2. Absence-3
- 3. Failure in theoretical and practical work-6
- 4. Deportment-3

THE CURRICULUM

There have been no marked changes in the curriculum except that the number of hours of physical education have been extended beyond the Freshman period through the efforts of the Health Director, Mrs. Estelle Hilton, Class of 1927. The weekly hour of physical exercise for each student

conducted by a qualified instructor does not include the hour of corrective exercise for students selected for such activity by the Health Service, under the direction of a practice teacher from the Physical Education Department of Hunter College.

THE STUDENT ASSOCIATION

The Student Association decided that they would function much more efficiently if they had a student council. This student council was to be comprised of the officers of the Association, two councilors from each class, the student counselor, and the Health Director and Superintendent of Nurses. The function of this council was to go over the various matters of importance and discuss them thoroughly before they were brought to the student body for action.

The first student council meeting was held on December 20, and proved very satisfactory.

HEALTH SERVICE FOR STUDENTS AND GRADUATES

The Health Service, formerly in the new residence, has been changed to quarters on the first floor of the old residence. Two connecting rooms are being used for this purpose, one for the examinations and the other for the office. They are so equipped and arranged as to make for a better and more efficient service.

A new feature of the Health Service includes complete dental x-ray for all preliminary students. Arrangements have been made with the Chief of the service for follow-up work at his office, when necessary, for a maximum fee of one dollar to cover the expense of materials. Dental examinations for other students are given when indicated.

Complete physical examinations prior to employment are now being given all appointed graduates.

RESIDENCE

The extra-curricular activities program planned for the year comprised the following activities, each sponsored by a supervisor: athletic association, handicrafts, dramatics, public speaking, glee club and a library club.

The pent house, which is too warm to be used as an apartment, is being changed so that it can be used as a demonstration room.

THE GRADUATE STAFF

On December 15, a new position of Assistant Superintendent of Nurses was allowed to Harlem Hospital and filled

by Mrs. Henrietta Farrar, who is a Harlem graduate and who has outstanding ability. It is her main function to have charge of the various ward programs.

The shortage of graduate nurses in the late spring and early summer was a pressing problem but with the introduction of the eight hours on July 1, that problem was settled.

The preparation for the eight-hour day on July 1 was a tremendous task as seventy-eight (78) applicants had to be personally interviewed, credentials investigated, payroll forms completed and rooms assigned in the Nurses Home, before June 30th. The program would have been impossible to accomplish had it not been for the untiring efforts of the supervisors.

PATIENT CENSUS

The census for the year is higher than in previous years. The average census for the year was 585. The highest 704 and the lowest 455. The average patient days' stay in the hospital was 13.4.

The obstetrical wards were closed from May to October. The entire unit was reconstructed, new bassinets and new equipment installed for complete isolation technic.

IMPROVEMENTS IN PHYSICAL PLANT

Work is under way for the remodeling and renovation of two wings of the old building. Each wing is comprised of four wards. The old classroom is being converted into an oxygen chamber with a capacity of twelve beds. New space on the fifth floor will be allotted to laboratories.

Painting has gone on continuously on the wards and balconies. All ward equipment such as beds, chairs and cabinets have been re-enameled.

ACKNOWLEDGMENTS

The year has been so turbulent with its many changes that we wish to acknowledge our indebtedness to the individuals and groups who have come to the front to help our school.

We take this method of thanking our sincere and loyal Board of Managers who have contributed of their time, money and energy to the school.

To the Commissioner, his Deputies, and the Division of Nursing for their assistance when most needed.

Also to Mr. Dermody, our Superintendent, who through his understanding of the problems at hand rendered an invaluable service to us.

And last, but not least, the medical and nursing staffs of this hospital for their cooperation and teamwork shown during the past year.

GRADUATION PRIZES

The following prizes were awarded at the graduation exercises on May 12th, 1938:

Highest Scholastic Record: Prize of \$50.00 awarded by the Manhattan Medical Society to

MISS MARY ELLA HARRIS

Honorable Mention:

MISS ALBERTINA JOHNSON

MISS MARY WOODLEY

Highest Proficiency in Bedside Care: Dr. Connor's Memorial Prize \$25.00 (Awarded by Mrs. Alfred Chabot) to

MISS MARY WOODLEY

Honorable Mention:

MISS MARY ELLA HARRIS

MISS ALBERTINA JOHNSON

Best Health: Medal given by the Gamma Delta Society to

MISS THELMA HALL

Honorable Mention:

MISS RUTH CUFF

Student in Senior Class who has done best work in Gynecology: Doctor Henry C. Falk Prize—\$15.00, awarded to

MISS ALICE BAULDING

Honorable Mention:

MISS ADA JONES

MISS WINIFRED DUFF

The Harlem Graduate Nurses Alumnae Association presented the School Pin to the graduates.

Respectfully submitted,

MARY PAULINE HARTY,

*Superintendent of Nurses and
Principal of the School of Nursing.*

Sixty-Fifth Annual Report
OF THE
Bellevue Training School for Nurses
1938

CERTIFICATE OF INCORPORATION
The Training School For Nurses

The undersigned citizens of the State of New York and of the United States of America, all being of full age, desire to form a charitable society under the Act of the Legislature of the State of New York, passed in the year 1848, entitled, "An Act for the incorporation of benevolent, charitable, scientific and missionary societies," and the acts amendatory thereof, do make and file this certificate:

ARTICLE I. The name by which this society shall be known is "The Training School for Nurses."

ARTICLE II. The object of this society is the training of nurses for the sick in order that women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

ARTICLE III. The number of directors of this society shall be ten, who shall be for the first year Mrs. W. H. Osborn, Mrs. Robert Woodworth, Mrs. William Preston Griffin, Mrs. Lucius Tuckerman, Miss A. H. Woolsey, Miss Ellen Collins, Miss Julia Gould, Mr. Henry G. Stebbins, Mr. Chandler Robbins, Dr. W. G. Wylie.

ARTICLE IV. The principal place of business of this society shall be in the City and County of New York.

Dated, New York, February 2, 1874.

ELIZABETH C. HOBSON, *President*,
VIRGINIA R. OSBORN,
ALLINE P. WOODWORTH,
ABBY HOWLAND WOOLSEY,
ELIZA WOLCOTT TUCKERMAN.

STATE OF NEW YORK
CITY AND COUNTY OF NEW YORK } ss.:

On this second day of February, 1874, before me personally appeared Elizabeth C. Hobson, President; Virginia R. Osborn, Alline P. Woodworth, Abby Howland Woolsey, and Eliza Wolcott Tuckerman, five of the above named incorporators, to me known to be the same persons described in and who executed the foregoing certificate, and severally acknowledged to me that they executed the same.

S. B. GOODALE,
Notary Public (23),
New York County.

(SEAL)

Filed May 9, 1874.

STATE OF NEW YORK
CITY AND COUNTY OF NEW YORK } ss.:

I, William J. McKenna, clerk of the said City and County, and clerk of the Supreme Court of said State for said County, do certify that I have compared the preceding with the original certificate of incorporation of The Training School for Nurses, filed May 9, 1874, on file in my office, and that the same is a correct transcript therefrom, and the whole of such original. In witness whereof, I have hereunto subscribed my name, and affixed my seal this 7th day of March, 1892.

WM. J. MCKENNA, *Clerk.*

By order of Court, name changed to
THE BELLEVUE TRAINING SCHOOL FOR NURSES
April 14, 1903.

CONSTITUTION and BY-LAWS *of* BELLEVUE TRAINING SCHOOL FOR NURSES

ARTICLE I.

The name by which this Society shall be known is The Bellevue Training School for Nurses.

ARTICLE II.

The object of this Society is the training of nurses for the sick in order that women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

BY-LAWS

I. MEMBERSHIP.

The Society shall consist of Honorary and Active and Supporting Members.

Honorary Members shall be elected by the Board of Managers for valuable aid or important service rendered to the School.

Active Members shall be those who serve on the Board of Managers.

Supporting Members shall be those who make an annual subscription.

II. BOARD OF MANAGERS

The Board of Managers shall be the same persons as those appointed to the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals.

No member of the Board of Managers shall receive any compensation for services rendered.

III. REPORTS.

The Board of Managers shall keep Minutes of its meetings and shall make an Annual Report to the Department of Hospitals.

IV. MEETINGS.

The Board of Managers of the Bellevue Training School for Nurses shall hold an Annual Meeting in March or April and such other meetings as may be called by the President. Five members shall constitute a quorum.

V. OFFICERS.

The officers of the Society shall be a President, an Executive Vice-President, a Second Vice-President, a Secretary, a Treasurer and an Assistant Treasurer. They shall be elected annually by a two-thirds vote by ballot of the Board of Managers, from among its members, with the exception of the Assistant Treasurer, who need not be a member of the Board of Managers. In case of the death or resignation of an officer, a successor for the remainder of the year may be elected by a two-thirds vote by ballot of the Board of Managers at any regular or special meeting of the Board, two weeks notice in writing having been given by the President or the Secretary.

VI. NOMINATING COMMITTEE.

There shall be a Nominating Committee for officers, consisting of three members of the Board of Managers, named by the President, who shall prepare and submit a ticket annually to the Board. This ticket must be submitted in writing to each member two weeks before the annual meeting of the Board of Managers.

VII. PRESIDENT.

The President shall preside at all meetings of the Board of Managers, and shall call special meetings at her discretion, or upon the written request of three members of the Board. The President shall appoint all special and sub-committees. The President may delegate any or all of these duties to the Executive Vice-President, subject to approval by the Board of Managers.

VIII. VICE-PRESIDENT.

The Executive Vice-President shall in the absence of the President, perform the duties of the President. She shall also perform such other duties of the President as the President shall delegate to her, subject to approval by the Board of Managers.

X. SECRETARY.

The Secretary shall perform the duties usually appertaining to this office.

X. TREASURER.

The Treasurer shall keep all the accounts of the Board of Managers and render a monthly statement. An Assistant Treasurer may be appointed by the Board of Managers when found necessary.

XI. BY-LAWS.

These By-laws may be amended by a two-thirds vote at the annual meeting of the Society, due notice being given in writing.

MINUTES OF THE ANNUAL MEETING OF THE BOARD OF MANAGERS

The Annual Meeting of the Board of Managers of the Incorporated Society of the Bellevue Training School for Nurses was held on Friday, April 22nd, 1938 at 10:45 A. M. at 440 East 26th Street, New York City.

Present: Mrs. Auchincloss in the Chair.

Mrs. Franklin	Mrs. McCloy
Mrs. Aldrich	Mrs. Beale
Mrs. Ferrer	Mrs. Forsyth
Mrs. Ballantine	Mrs. Bispham
Miss Iselin	Mrs. Emmet

The minutes of the last Annual Meeting were read and approved. The Treasurer's Annual Report was read, accepted and ordered filed. The Treasurer also presented the report of the audit of the principal account.

The Vice President asked Mrs. Ballantine to take the chair during nominations. The President having appointed a Nominating Committee with Mrs. Beale as Chairman, the report of the Nominating Committee was called for and the following ticket was submitted:

President.....	Mrs. Linzee Blagden
Executive Vice President..	Mrs. J. Howland Auchincloss
Second Vice President.....	Miss Louise Iselin
Secretary.....	Mrs. Winthrop W. Aldrich
Treasurer.....	Mrs. George Franklin
Assistant Treasurers.....	Mrs. John Foster Dulles
	and the Bank of New York and Trust Co., Madison Avenue Branch

On motion duly made and seconded the Secretary was instructed to cast one ballot for the entire ticket which was duly elected.

The following resolution was moved, seconded and passed:

That the Osborn Hall Committee and the Officers of the Board are authorized to make any decisions, to sign any papers that may be necessary in connection with legal matters pertaining to Osborn Hall and adjacent property, during the Summer months when regular meetings of the Board are not held.

The following resolution was moved, seconded and passed:

That the Board of Managers of the Incorporated Society of the Bellevue Training School for Nurses does hereby ratify, approve and confirm all acts performed by the officers, agents

and representatives of the Bellevue Training School for Nurses pursuant to authorization of the Board of Managers of the Schools for Nursing of Bellevue and Allied Hospitals and grants to them the same force and effect as if they had been authorized by the Board of Managers of the Incorporated Society of Bellevue Training School for Nurses.

The Annual Report of Osborn Hall was presented by Mrs. Ferrer and was accepted and is appended hereto.

There being no further business the annual meeting was on motion adjourned.

MRS. WINTHROP W. ALDRICH,
Secretary.

REPORT OF THE OSBORN HALL COMMITTEE 1937—1938

The matter involving taxes on Osborn Hall was settled by compromise with the City of New York on September 28th, 1937.

Rents charged to the City from May 1st, 1935 to September 30, 1937, and withheld pending settlement amounted to \$33,669.00. By terms of the final settlement, Osborn Hall was granted remission of taxes for 1938, and received \$17,492.42. Since October 1st, 1937, the rent for the fifty-three city rooms has been paid at the rate of \$1,161.00 per month.

Osborn Hall came through 1937 without borrowing for operating or other expenses, and the debt to the Training School has been paid in full.

During the past year the house has been very busy. Rentals have run above capacity since last June when the eight hour day went into effect. There have been more requests for rooms than could be satisfied and the need for small single rooms is growing steadily.

The Dining Room has been in great demand for special dinners and teas, by members of the faculty and students of the Medical College and others connected with Bellevue and the Alumnae Association.

The private dining rooms used daily by the faculty for luncheon, has served from thirty-five to forty members each day. The main dining room and coffee room have served

83,052 guests during the year, not including special parties and Alumnae meetings.

In November the replacement of old furniture and fixtures was commenced in Osborn Hall. It will take many months of careful buying to complete this work.

The Shop has had a good year, and both sales and the number of customers served has increased considerably. A very great need is being filled by the shop in this Bellevue Community, where the saving of time and energy means much.

The service bureau has been discontinued as a separate department, and the services that proved worthwhile are still being offered by the shop and the bookkeeping department.

Respectfully submitted,

OSBORN HALL COMMITTEE

MRS. WILLIAM CHURCH OSBORN,
Chairman

MRS. J. HOWLAND AUCHINCLOSS

MRS. JOSE FERRER

MRS. GEORGE FRANKLIN

MRS. HARRY FORSYTH

PROPERTY OF BELLEVUE TRAINING SCHOOL FOR NURSES

Income received from securities in the following custodian accounts of the Bellevue Training School for Nurses, Inc., from January 1, 1936 to and including December 31, 1936:—

General Fund	\$3,537.50
Used for general expenses.	
Edith Northcote Fund	1,764.00
Used for convalescent care and recreation.	
Mary DeWitt Cuyler Fund	764.50
Paid to Alumnae Association for sick nurses.	
Mrs. William Preston Griffin Fund	50.00
Used for prizes.	

REAL ESTATE

Osborn Hall—A six-story building with a frontage of 110 feet on 26th and 125 feet on 25th Street and a vacant lot adjoining 100 feet deep and 25 feet wide fronting 25th Street.

The building is used as headquarters of the Alumnae Association, and as a center of activities for those connected with the hospital. Most of the 185 rooms are rented to Bellevue Graduates. Fifty-three of these rooms are rented by the City to house graduate nurses employed in Bellevue Hospital. There are Assembly and Reception Rooms, a Shop, a Restaurant, an Alumnae Committee Room and the Registry Office.

The Annex—An eight-story building with a 50 foot frontage on 26th Street, 100 feet deep, accommodates 85 guests and is at present rented to the city to house graduate nurses.

MRS. GEORGE S. FRANKLIN, *Treasurer*,
Bellevue Training School for Nurses, Inc.
419 East 26th Street,
New York, N. Y.

Dear Madam:

Pursuant to engagement I have made an examination of the recorded cash receipts and disbursements of the general fund checking account of the

BELLEVUE TRAINING SCHOOL FOR NURSES, INC.
for the year ended December 31, 1937 and present herewith the following statement:

*Statement of Cash Receipts and Disbursement of General Fund
Checking Account for the Year Ended December 31, 1937.*

In connection with the foregoing I examined or tested accounting records of the corporation and other supporting evidence including confirmation of cash by inspection or certificate obtained from the depository and also obtained information and explanations from the Treasurer of the corporation.

In my opinion based upon such an examination, the attached statement sets forth the recorded cash receipts and disbursements of the general fund for the year ended December 31, 1937.

Very truly yours,

FREDERICK FISHER, JR.,
Certified Public Accountant.

New York, N. Y.
April 14, 1938.

Other Expenditures

Salary advances for account of Educational and Recreational Fund.....	6,470.00
Payment to New York City in connection with settlement of Osborn Hall controversy	1,000.00
In payment of loan from principal account	1,188.32
Transfer to principal account.....	17,363.00
Total Other Expenditures	26,001.32
Total Disbursements	47,556.09
 Balance, December 31, 1937	
In bank	11,781.36
Petty cash funds	400.00
	\$12,181.36

Total \$59,737.45

Audited by
FREDERICK FISHER, JR.,
 Member of the American Institute of Accountants.

Respectfully submitted,
MRS. GEORGE S. FRANKLIN,
 Treasurer.

EDITH NORTHCOTE FUND—BELLEVUE TRAINING SCHOOL FOR NURSES, INC.

STATEMENT OF CASH RECEIPTS AND DISBURSEMENT AS TO INCOME FOR THE YEAR ENDED DECEMBER 31, 1937

Balance December 31, 1936.....	\$1,355.46
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RECEIPTS

Income from securities	\$1,764.00
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TOTAL RECEIPTS	1,764.00
	<u>\$3,119.46</u>

DISBURSEMENTS

Tuberculosis Auxiliary	1,000.00
Educational and Recreational Fund.	480.00
Auditing Service	15.00

TOTAL DISBURSEMENTS	1,495.00
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BALANCE AS TO INCOME, DECEMBER 31, 1937	<u>\$1,624.46</u>
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MARY DEWITT CUYLER FUND BELLEVUE TRAINING SCHOOL FOR NURSES, INC.

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS AS TO INCOME FOR THE YEAR ENDED DECEMBER 31, 1937

Balance December 31, 1936	\$ 371.25
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RECEIPTS

Income from securities	\$ 764.50
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TOTAL RECEIPTS	764.50
	<u>\$1,135.75</u>

DISBURSEMENTS

Remitted to Alumnae Association Bellevue Training School for Nurses, Incorporated	753.50
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TOTAL DISBURSEMENTS	753.50
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BALANCE, DECEMBER 31, 1937.....	<u>\$ 382.25</u>
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REPORT OF THE ALUMNAE ASSOCIATION OF THE BELLEVUE TRAINING SCHOOL FOR NURSES, 1937-1938

The regular meetings and the directors' meetings have been held each month from September 1937 to May 1938. There have been interesting and varied programs provided for every meeting by the program and entertainment committee. In addition to the programs offered at the regular meetings there have been other social events—two dances, a card party and a tea in honor of the graduating class.

Generous contributions of money have been made to the Nurses' House at Babylon, to Stony Wold Sanatorium and to the Red Cross.

Special mention should be made of the excellency of the Bellevue Bulletin. A great deal of time and effort has been spent by the committee in preparing the material for the roster which is now ready for printing.

The following statistics as to our membership and disbursement of funds may be of interest:

JANUARY 1, 1937 TO DECEMBER 31 INCLUSIVE.

Resident members	498
Non-resident members	111
Associate members	79
Life members	10
Charter members	3
Honorary members	2
Total membership 1937.....	703
New members	72
Deaths	10

PENSION FUND

Total receiving members	96
New members (receiving)	2
New members (joined)	4
Deceased	4

The Alumnae Association has been able at all times to meet the demands of sick and needy nurses for assistance. The disbursements from the benevolent funds are as follows:

Jane A. Delano Fund	\$ 580.57
Alice Keteltas Fund	201.56
Mary DeWitt Cuyler Fund	810.00
Payment from Sick Fund	492.24
Total	\$2,084.37

Respectfully submitted,

FLORENCE BACON,
President.

REGISTRY REPORT

1937

The annual report of the activities of the Bellevue Alumnae Registry from May 1st, 1937 to April 30th, 1938 is as follows:

Total Number of Calls received.....	4,479
Physicians Calls	684
Hourly Nursing	21
Bellevue Hospital	1,602
City Hospital	86
Fordham Hospital	361
Cancer Neurological Hospital.....	9
Doctors Hospital	2
Flower Hospital	11
Fifth Avenue Hospital	9
Gouverneur Hospital	89
Greenpoint Hospital	110
Lincoln Hospital	10
Metropolitan Hospital	249
Morrisania Hospital	593
New York Hospital	7
Post Graduate Hospital	64
Queensboro Hospital	54
Queens General Hospital	335
Ruptured and Crippled Hospital.....	31
Regent Nursing Home	8
Tonsil Hospital	12
Willard-Parker Hospital	87
Institutional Positions	16
Positions as Camp Nurse.....	8
Clinic Positions, Dept. of Parks.....	4
Federal Bureau	17
Total Number of Called cancelled....	91
Calls not filled	102
Total Number of Called Filled.....	4,286
Registrants May 1st, 1937—	141
Registrants April 30th, 1938—	114

Respectfully submitted,

ALICE BENEDICT,
Registrar.

The New York Academy of Medicine

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